

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ECONOMIC WELL-BEING)** will be held in the **CIVIC SUITE 0.1B, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29** on **TUESDAY, 8 DECEMBER 2015** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact  
(01480)**

## **APOLOGIES**

**1. MINUTES** (Pages 5 - 10)

To approve as a correct record the Minutes of the meeting held on 5th November 2015.

**A Roberts  
388015**

**2. MEMBER'S INTERESTS**

To receive from Members declarations as to disclosable pecuniary and other interests in relations to any agenda item.

**3. NOTICE OF KEY EXECUTIVE DECISIONS** (Pages 11 - 16)

A copy of the current Notice of Key Executive Decisions is attached. Members are invited to note the Plan and to comment as appropriate on any items as contained therein.

**M Sage  
388007**

**4. ZERO BASED BUDGETING UPDATE: PREPARATION FOR THE 2016/17 BUDGET AND MEDIUM TERM FINANCIAL STRATEGY** (Pages 17 - 24)

To consider a report by the Head of Resources on the Budget 2016/17 and the Medium Term Financial Strategy.

**C Mason  
388157**

**5. CUSTOMER SERVICE STRATEGY** (Pages 25 - 46)

To consider a report by the Head of Customer Services to which is attached a revised Customer Services Strategy.

**J Taylor  
388119**

**6. CORPORATE FRAUD AND PROSECUTION POLICY** (Pages 47 - 62)

To consider a report by the Benefits Manager seeking approval of the Corporate Fraud Team's work plan.

**A Burns  
388122**

**7. PROCUREMENT POLICY** (Pages 63 - 70)

To consider a report by the Procurement Manager requesting endorsement of a Procurement Policy.

**N Arkle  
388104**

**8. RESERVES REVIEW** (Pages 71 - 82)

- |            |  |                           |
|------------|--|---------------------------|
|            | To consider and comment on the draft Reserves Policy prior to its submission to the Cabinet.   | <b>C Mason<br/>388157</b> |
| <b>9.</b>  | <b>COMMERCIAL INVESTMENT STRATEGY BUSINESS PLAN</b><br>(Pages 83 - 118)  |                           |
|            | To consider and comment on the Commercial Investment Strategy Business Plan prior to its submission to the Cabinet.  | <b>C Mason<br/>388157</b> |
| <b>10.</b> | <b>WORKPLAN STUDIES</b> (Pages 119 - 122)  |                           |
|            | To consider the Work Programmes of the Social and Environmental Well-Being Overview and Scrutiny Panels.   | <b>A Green<br/>388008</b> |
| <b>11.</b> | <b>OVERVIEW AND SCRUTINY PROGRESS</b> (Pages 123 - 124)  |                           |
|            | To consider a report on the Panel's activities and to scrutinise decisions taken since the last meeting as set out in the Decision Digest (circulated separately). | <b>A Green<br/>388008</b> |

Dated this 30 day of November 2015



Head of Paid Service

## **Notes**

### **1. Disclosable Pecuniary Interests**

- (1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*
- (2) *A Member has a disclosable pecuniary interest if it -*
  - (a) *relates to you, or*
  - (b) *is an interest of -*
    - (i) *your spouse or civil partner; or*
    - (ii) *a person with whom you are living as husband and wife; or*
    - (iii) *a person with whom you are living as if you were civil partners*

*and you are aware that the other person has the interest.*
- (3) *Disclosable pecuniary interests includes -*
  - (a) *any employment or profession carried out for profit or gain;*
  - (b) *any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);*
  - (c) *any current contracts with the Council;*
  - (d) *any beneficial interest in land/property within the Council's area;*
  - (e) *any licence for a month or longer to occupy land in the Council's area;*
  - (f) *any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or*
  - (g) *a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.*

### **Non-Statutory Disclosable Interests**

- (4) *If a Member has a non-statutory disclosable interest then you are required to declare that interest, but may remain to discuss and vote providing you do not breach the overall Nolan principles.*
- (5) *A Member has a non-statutory disclosable interest where -*
- (a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or*
  - (b) it relates to or is likely to affect a disclosable pecuniary interest, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association, or*
  - (c) it relates to or is likely to affect any body –*
    - (i) exercising functions of a public nature; or*
    - (ii) directed to charitable purposes; or*
    - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of control or management.*

*and that interest is not a disclosable pecuniary interest.*

## **2. Filming, Photography and Recording at Council Meetings**

*The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening at meetings. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and available via the following link [filming, photography and recording at council meetings.pdf](#) or on request from the Democratic Services Team. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chairman of the meeting will facilitate this preference by ensuring that any such request not to be recorded is respected.*

**Please contact Anthony Roberts, Democratic Services Officer, Tel No. 01480 388008/e-mail [Anthony.Roberts@huntingdonshire.gov.uk](mailto:Anthony.Roberts@huntingdonshire.gov.uk) if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.**

**Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.**

**Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.**

*Agenda and enclosures can be viewed on the District Council's website – [www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk) (under Councils and Democracy).*

**If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Elections & Democratic Services Manager and we will try to accommodate your needs.**

***Emergency Procedure***

*In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.*